

# ***Nevada Division of Water Resources***

## **Well Driller Continuing Education Unit (CEU) Credit Program**

### **1. Introduction and Objectives**

During each annual renewal cycle (July 1<sup>st</sup> to June 30<sup>th</sup> of each year), licensed well drillers are required to earn at least 8 continuing education units (CEU). CEU's can be earned by attending training sessions or participating in ongoing education sponsored or approved by the State Engineer. Participation in on-going education provides an opportunity for well drillers and other groundwater professionals to stay informed of regulatory, industry, and technological advances. Combining field experience with continuing education enhances a driller's knowledge and abilities. The primary objectives of the Nevada Driller CEU program are:

- Increase public confidence in the well driller and contractor.
- Develop a minimum level of confidence among water well drillers and contractors.
- Increase protection of groundwater resources.
- Increase protection of the well owner.
- Increase standardization and compliance with accepted well drilling practices, regulations and pertinent statutes.
- Provides an opportunity for discussions of new ideas.

### **2. Nevada CEU Requirements**

The following is a summary of the CEU program requirements in accordance with the well drilling regulations under Nevada Administrative Code (NAC) Chapter 534.

- Licensed well drillers must earn 8 CEU credits during a one year licensing cycle in order to renew their license for the next licensing cycle.
- Licensed drillers must complete a State Engineer-sponsored review course specific to Nevada well drilling regulations and laws once every 2 years.
- Well drillers are responsible for obtaining and maintaining the necessary documentation for each course attended and submitting the documentation with their license renewal application.
- Generally, one hour of training or education will equal one CEU credit. However, some courses recognized by the State Engineer to be valuable, but whose content is not directly related to well drilling, may be rated at less than one hour per one CEU. Examples are MSHA, OSHA and First Responder (first Aid, CPR, etc) courses which are rated at one CEU per 4 classroom hours.
- One credit may also be assigned to training courses that do not last at least one hour (a course must be a minimum of 45 minutes to receive one CEU credit).
- A licensed driller who teaches a CEU course which receives prior State Engineer approval will receive 2 CEU credits for every one hour of training instruction up to a maximum of 8 CEU credits. A licensed driller who teaches the same course more

than once during the renewal period will not obtain any CEU credits for teaching that course a second or subsequent time. However, they can receive credit for teaching the same course during subsequent renewal periods.

- Up to 4 CEU's in excess of 8 CEU's can be carried over to the next licensing period. Not more than 4 excess credits may be carried over. If the licensed well driller has demerit points assessed against his license, pursuant to NAC Chapter 534, any extra CEU credits must first go towards reducing the total number of demerit points assessed to his license.
- CEU courses must be approved by the office of the State Engineer. Recommendations will be accepted from the Nevada Ground Water Association (NGWA), Well Driller's Advisory Board or other entity. The State Engineer has final discretion as to the approval or disapproval of CEU courses.

### 3. Drilling-Related Education Topics

The following is a list of topics that relate to well drilling that would be applicable to the CEU program. This list is by no means comprehensive and is for information purposes only. The driller must contact the office of the State Engineer for approval of course not on the web site. **(Note: Not all courses will receive a one hr. for one CEU Credit)**

Nevada Regulations (NAC 534)	Drilling Fluids
Water Rights Process	Pump Systems
Geologic Principles	Compressors
Groundwater Principles	Rigs and Maintenance
Cuttings Identification and Description	Bits, Drill Pipe, Collars, Stabilizers
Map Reading and GPS Use	Safety
Aquifer Testing	Contracting & Business
Well Disinfection Issues	Horizontal Drilling
Well Rehabilitation Issues	Hydrofracturing
Water Quality and Geochemistry	Monitor Well Construction/Environmental
Surface Seals	Screens & Perforations
Groundwater Contamination	Client Relationships
Drinking Water Regulations	Geophysics & Down Hole Cameras
Hydrology/Hydrogeology	Water Treatment Technology
Well Plugging	Well Maintenance
New Technology	Water Quality Sampling & Analysis
OSHA Certifications	Well Development
MSHA Certifications	Welding
First Aid/CPR	

### 4. CEU Credit Approval Process

The office of the State Engineer approves training courses appropriate for the CEU program based on recommendations from the NGWA, Well Driller's Advisory Board or other entities. The State Engineer's office maintains a list of approved courses and this list will be updated regularly as course information is furnished to the State Engineer's office. This list can be accessed on NDWR's website at [water.nv.gov](http://water.nv.gov).

It is up to each driller to decide what, when, and where to take the appropriate training. CEU courses must relate to technical aspects of the drilling industry, regulatory knowledge, drilling skills, and/or abilities. A driller can look for training from members of professional associations, government agencies, private businesses, or individuals. A driller can also choose from the list of courses, however, a driller is not limited to taking the courses that are on that list. Additionally, drillers can look for training opportunities as webinars available on the internet, within trade magazines, training flyers, brochures, advertisements in newspapers or mail, and courses offered at universities. Course work can be pre-approved by the office of State Engineer so that a driller will know if credit will be granted for a class that is not on the approved list. A driller may choose to take the course first and then ask for CEU credit approval, however, there is no guarantee that the course will be approved.

## **5. Requesting Approval for a Training Course**

If a class or course does not appear on the approved list, prior approval by the office of the State Engineer must be obtained to ensure the credits will be accepted. A form is available for drillers to use when asking the State Engineer to evaluate a course they wish to attend. This is called the **“Request for a Program or Course Accreditation”** form and must be used by all drillers when submitting a course to be evaluated. The State Engineer may request the NGWA to review the course and make a recommendation. A driller will be asked to provide information on the course content, instructors, and course length before CEU’s can be awarded.

An instructor or provider may also ask for the State Engineer's prior approval of a course. It would be useful to publicize that information when advertising the course. The **“Request for a Program or Course Accreditation”** form must also be utilized when making this request.

## **6. Obtaining, Maintaining, and Submitting Training Records**

In order to receive credit for a course, the driller must obtain a record of course completion and attendance from the course instructor/provider. This proof of attendance can consist of certificates, transcripts, diplomas, and attendance rosters. If a course provider does not offer this type of documentation, the driller may use the **“Course Approval”** form as proof of class completion. If this form is used, it must be completed entirely and be signed or stamped by the instructor/provider.

It is the responsibility of the licensed driller to keep track of education records. Licensed drillers must provide these proof documents at the time of renewal application. To allow the driller and State Engineer's office to better track credits, and understand which CEU's the driller is claiming during the renewal period, the **“CEU Summary Sheet”** must be completed and submitted with the proof documents with the renewal application.

**All forms indicated in bold are available on NDWR’s website: <http://water.nv.gov>**

## **7. Special Conditions and Appeals**

Well drillers licensed for the first time will not be required to obtain CEU's until they have been licensed for a full licensing cycle (e.g. a driller licensed in September 2012) will not have to provide 8 hours of CEU credits for the 2012-2013 licensing cycle. The driller will have to provide evidence of 8 CEU's taken during the 2013-2014 licensing year, or when he renews his license in June 2014).

A driller may appeal the decision of the State Engineer to disallow a course approval or credits. An appeal must be made in writing and directed to the State Engineer. The office of the State Engineer will evaluate appeals and hold a hearing if necessary on a case by case basis.

Drillers who have taken approved courses prior to the renewal deadline of June 30<sup>th</sup>, but lack documentation of the courses at that time must send in their license renewal forms, and request up to 90 days to provide the documentation of those courses completed before June 30<sup>th</sup>. The driller's license will not be renewed until CEU documentation is received. If the CEU documentation is not received within 90 days, the renewal paperwork and fees will be returned. If a license is still desired, the applicant will be required to submit a new **"License Application"** form, \$100, and proof of 8 CEU's to receive a license.

Drillers who were not able to get the required continuing education credits before the June 30<sup>th</sup> annual deadline because of a hardship situation may apply for a waiver of the required credits, or request an extension of time in which to acquire the required credits. The office of the State Engineer will review the merits of each situation and make a recommendation on whether or not the waiver should be granted. Hardship claims must be made in writing and directed to the State Engineer.

The State Engineer may avail himself of the Well Drillers' Advisory board to assist in making a decision as to the merits of appeals and hardships.

**Remember – Each well driller's license expires every year on June 30<sup>th</sup>, regardless of CEU documentation, unless timely renewed.**

## **8. For More Information**

Questions regarding the Nevada Well Driller CEU program can be directed to Mark Sivazlian (775) 684-2874, or Tom Gallagher (775) 684-2847. These same individuals can also be contacted with any comments regarding the CEU program. Any written correspondence related to the CEU program should be routed to the attention of Mark Sivazlian and can be e-mailed (msivazlian@water.nv.gov), faxed to (775)-684-2810, or sent to Nevada Division of Water Resources, 901 S. Stewart St., Suite 2002, Carson City, NV 89701.